

Crafton Hills College

Academic Senate Minutes

Date: February 21st, 2018 (3:00pm-5:00pm)

Next Meeting: March 7th, 2018

Time: 3:00 – 5:00p.m.

Location: LRC 226

The primary function of the Academic Senate is to make recommendations with respect to academic and professional matters. Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.

Consult Collegially means that the district governing board shall develop policies on academic and professional matters through either or both of the following:

- Rely primarily upon the advice and judgment of the academic senate, OR

The governing board, or its designees, and the academic senate shall reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

Members – Roll Call by Sign in

<u>SINS(11) (-7)</u> Denise Allen Jeff Cervantez Richard Hughes Julie McKee	<u>Math, Eng, Art & Instr. Suprt (9)</u> Brandi Bailes Tom Bryant Catherine Hendrickson Mark McConnell Snezana Petrovic Patricia Menchaca Sherri Wilson Susana DeLaPena	<u>Career Ed & Hmn Dvlpmnt(6)</u> Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Thomas Serrano Gary Williams <u>Senators at Large(+7)</u> Jonathan Anderson Laurie Green Mariana Moreno	<u>Student Services(6)</u> Debbie Bogh James Grabow Kashaunda Harris Robert McAtee Violetta Vasquez <u>Part-Time Reps</u> Vonny Bastedo Judy Cannon Tina Gimple
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Guests: Dr. Wei Zhou, Dr. Kathy Bahkit, Rebecca Warren Marlatt, Keith Wurtz, Renee Azanaro, Danielle McCoy, Bruce Baron, Mike Strong, Van Muse, Ben Gamboa, Andrew Bridges

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Crafton Hills College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are non-voting; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members votes are understood as a vote in the majority.

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	AS President Mark McConnell called the meeting to order at 3:07. Motion: to reorder the agenda –KVCR after Chancellor’s report. (Brink, Gimple, MSC)	
Statements from the public (5 mins)	None	
Administrative Report (5 mins)	Dr. Zhou reported. Provided a summary of the	

	<p>IEPI visit. Dr. Kathy Bakhit reported about guided pathways. Need to slow the process down to include input from other groups. Have requested a definition of a certificate. Have gotten a preliminary budget from the state about what will be funded (as far as certificates). District also working on getting certificate definitions</p>	
<p>Chancellor's Report (15 mins)</p>	<p>Funding formula not looking good for us. Are starting to explore other funding models/options.</p> <p>Congrats, thanks and goodbyes to Ben Gamboa! Professional Development has been doing a great job. Breadth and depth is impressive. In March will transition to Follets' management of the bookstores.</p> <p>District concern over the DACCA situation. Have been working with district police and AS Presidents. Want to create a document for everyone about what's ok and not ok if ICE comes to the classroom or office.</p> <p>Have been testing feasibility of a bond for this November. Need 55% to pass –early polls seem favorable.</p> <p>Congrats to Ruth Greyraven and Jimmy Urbanovich on approval of their sabbaticals.</p> <p>Results of salary schedule show that as faculty we are below the average salaries for our area. ?What is calendar if bond is approved (for receiving money/starting projects). Would probably take 2 or 3 years. Could look at using some internal funding to get the programming started.</p> <p>? About digital media academy. Calling a meeting to make sure we have a solid process in place for creating the academy.</p> <p>? About TESS – has to be out of rented space by next April. Could move to Crafton – have enough space. Another possibility would be to move to another building (may have one being donated). Could renovate the 8th Str. Building. Chancellor looking at options.</p> <p>Chancellor committed to changing the funding model – based more on needs rather than a straight percentage. Curious about the IEPI recommendations for budget allocation percentages.</p>	
<p>CTA Report (2nd mtg) (5 min) McLaren</p>	<p>Luncheon today. General meeting on Friday at union office. Topics up for negotiations were reviewed. Elections are coming up. Reviewed electronic voting.</p>	

Classified Senate Report (1 st mtg) (5 mins)	none	
Student Senate Report (1 st mtg) Junior Gutierrez (5 mins)	none	
Treasurer's Report (1st mtg) (1 min)	none	
Senate Business		
Approval of 1.31.18 voting record, 2.7.18 minutes, 2.7.18 voting record.	Motion: to approve with correction to attendance (Allen, Brink, MSC)	
Advancement in rank	Margaret Yau, and Mariana Moreno-advance to Full Professor.	Motion: to approve the recommendations by acclamation (Allen, Brink, MSC. 1 nay-Holbrook)
Advancement in rank	Mike Alder, Trinette Barrie, Jeff Cervantez, Evan Sternard advance to Associate Professor.	Motion: to approve by acclamation (Allen, Brink, MSC)
AS President's Report (10 min)	March 24 th Area D Meeting – All AS Presidents coming to Crafton to discuss Plenary agenda. Plenary April 12-14 – any information /recommendations to take forward, let Mark know.	
AS Committee Reports 1st meeting of the month (3 min) A. District Assembly (TL) B. Chairs (Sherri) C. Honors Steering (Judy) D. Noncredit (Denise) 2 nd meeting of the month: (3 min) E. Curriculum (Brandi) F. Basic Skills (Kashaunda) G. Educational Policy (Rich) H. Educational Technology (Brandi/Jeff) Other Reports SSEEM (as needed) EPI (Robert)	E. Approved several courses. Do Noncredit course approvals need a separate approval process-waiting for direction from Senate. F. Not meeting this week. G. Will do the consent items first and then 6 more to look at. H. Need to get direction from Senate about OEI – online education initiatives. Have 2 new members and approved 2 new online instructors. ? about academic renewal policy that went to Valley. Has it come back? Came back today.	
Consent		
Old Business		

<p>Guided Pathways/GP event (10 mins) (McConnell)</p>	<p>Follow up Conference yesterday. Nine from Crafton attended. A much bigger conversation. Need to be having larger conversations on the campus. Need a definition of a pathway. Pathways fall squarely in the first five of the 10+1. Faculty need to be leading this process. Perhaps form and ad hoc committee of the Senate to start the discussion. If interested in meeting to discuss, send Mark an email. Interested – Tom, Robert, Rich, Tina, Sheri. Keith has a template the committee can use.</p>	
<p>NSF Grant (10 mins)</p>	<p>Keith Wurtz – Ben led multiple meetings about possible directions and activities for the grant. Can send any suggestions, ideas, input to Keith. Grant is due March 6.</p>	<p>Motion: to approve Mark to sign the grant if needed (Holbrook, Gimple, MSC)</p>
New Business		
<p>Program Initiation Document (5 mins)</p>	<p>No action needed today. Review, share and send any comments to Denise. Accreditation wants to see a program discontinuance document. We still have the procedure from before, we are refining it one by one.</p>	
<p>CHC response to student death (administrative procedure) (10 mins)</p>	<p>Rebecca Warren-Marlatt – policy has been reworked. Perhaps add something about if appropriate, if necessary to give us leeway if notifying is not appropriate. Good to have a process in place, can update as it is used.</p>	
<p>OEI Consortium (10 mins) Cervantez/Bailes</p>	<p>Discussion: looking for feedback/do faculty want to move forward with application? Item continued to the next agenda</p>	
<p>KVCR Funds expenditure plans (10 mins) McConnell</p>	<p>Moved to after Chancellor's report – We received \$157 M from the sale of KVCR bandwidth. Chancellor reviewed the budget proposal for the 57M left after the 100M (20M in pensions, 80M other). investment. Interest from the investment can be used to support the district and the colleges. Specifics not determined for the interest. Why not invest some of the money to cover faculty pay increases? Chancellor indicated that would be a good plan, but it is all still being discussed. What happens to KVCR if they aren't on their feet after 3 years? Can draw some money from the endowment, need to get their Foundation bringing</p>	<p>Motion: to extend discussion for another 10 minutes (Brink, Bryant, MSC 1 nay, McKee).</p>

	in money or have to look at the program overall. Recommend everyone to look over the proposed budget. We have another Senate meeting before next district budget meeting. Bring back information/suggestions from faculty	
Other Business		
Announcements		
Adjourn	5:05	
Future Business		
Future Agenda Items	<p>Calendar (16 week and Thanksgiving) Discussion about and prioritization of committees Full time Faculty Prioritization (fall) Registration and Web Advisor EPI Update AS Bylaws revision (standing committee, resolution writing) Amazon (closed classes) Statewide AS resolutions Financial Aid – fully online option Definition of a Program Faculty of the year SSSP Budget 2017/2018-breakdown of what was funded (ongoing vs. 1 time) (Mike Strong)</p>	
BPs	APs	
<p>4020-Program Curriculum and Course Development 4060-Delineation of Functions Agreements</p> <p>4110-Honary Degrees 4225-Course Repetition</p> <p>5010-Admissions 5020-Nonresident Tuition 5030-Fees</p> <p>5075-Course Adds, Drops, and Withdrawals 5110-Counseling 5150-Extended Opportunity Programs and Services</p>	<p>4020-Program Curriculum and Course Development</p> <p>4060-Delineation of Functions Agreements</p> <p>4110-Honorary Degrees 4225-Course Repetition 4235-Credit by Examination 4236-Advanced Placement Credit</p> <p>5010-Admissions 5020-Nonresident Tuition 5030-Fees 5045-Student Records - Challenging Content and Access Log 5075-Course Adds, Drops, and Withdrawals</p> <p>5110-Counseling</p> <p>5150-Extended Opportunity Programs and Services</p>	